

The NBS Website- First Time Login

► Features of the Website:

- Interact with balances, summaries, and highlights of your *Island Flex* accounts.
- Get detailed transaction history showing all deposits and reimbursements of your *Island Flex* accounts.
- Track all of your medical expenses using the claim manager feature and take advantage of our easy-to-use claim entry and reimbursement request process.
- Order additional debit cards or report your debit card as lost/stolen.
- Stay up-to-date with announcements and communication from NBS.

► Login Step #1

1. To log in, go to: <http://participant.nbsbenefits.com>.
2. Click "Register" in one of the three locations on the home page.

The screenshot shows the NBS website home page. At the top right, there is a "Register | Login" link with a red arrow pointing to it. Below the navigation bar, there are three buttons: "Register", "Log in", and "Contact US". The "Register" button has a red arrow pointing to it. Below the "Register" button, there is a text box that says "If you have not registered for the site (created a username and password), please do so now." with a red arrow pointing to it. Below the "Log in" button, there is a text box that says "If you have registered and you would like to access your account, please log in by clicking the button above." Below the "Contact US" button, there is a text box that says "Have a question, then feel free to contact us." At the bottom left, there is a text box that says "New User? Please click here to create a username and password." with a red arrow pointing to it.

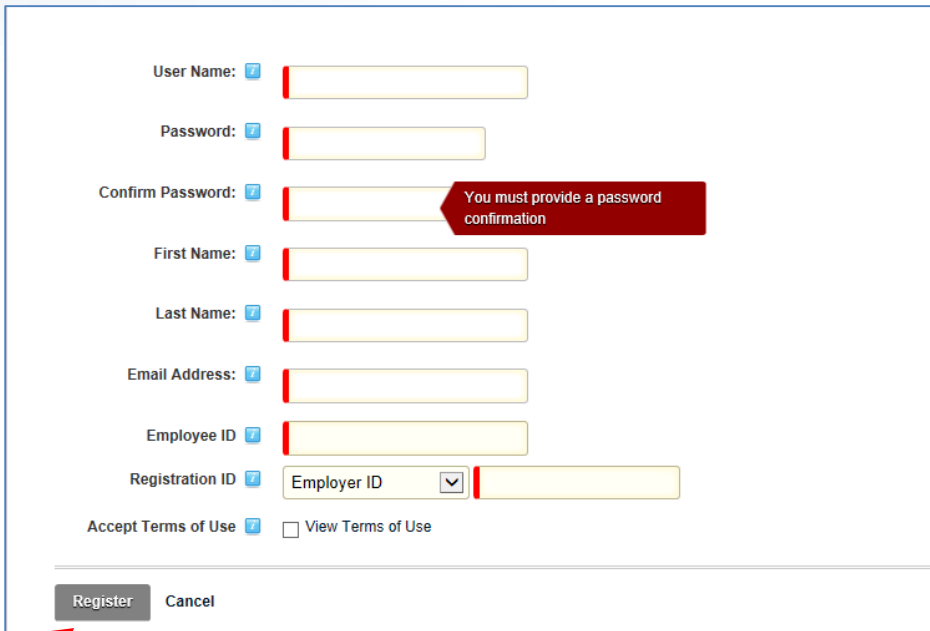
The NBS Website- First Time Login continued:

► Login Step #2

Complete the required fields as a first time user:

- Create your User Name & Password
- Personal Information- Name & Email Address
- Employee ID is your SSN
- Employer ID
Employer ID = NBS743137 or your *Island Flex* Debit Card Number
- Accept Terms & Conditions

After completing the required fields click “Register”



User Name:

Password:

Confirm Password: You must provide a password confirmation

First Name:

Last Name:

Email Address:

Employee ID:

Registration ID: Employer ID

Accept Terms of Use View Terms of Use

Register Cancel

► Contact NBS should you have any questions

National Benefit Services, LLC

Phone: 800-274-0503

Email: service@nbsbenefits.com

For forms and information on how the Island Flex flexible spending accounts plan works, visit www.compfinplan.com or call Comprehensive Financial Planning, Inc. at 808-596-7006. Neighbor Island employees may call toll-free at 1-877-550-5552.